

12 June 1959

MEMORANDUM FOR: Director of Intelligence, Headquarters,
U.S. Air Force

ATTENTION : AFCIN-1B

SUBJECT : Air Force Information Reports with Enclosures
Loaned to CIA Prior to Processing

25X1A9a

1. Since October 1953, AFCIN-1B has been loaning to this office master originals of Air Force IR Reports with single copy enclosures for processing and microfilming into the CIA Intellofax System.

2. There is no official correspondence presently available which outlines the type of enclosures to be included in this program.

3. We understand the following types of enclosures are involved in this program and are being forwarded regularly to this office in the master original stage, on loan (24-48 hours) prior to processing by AFCIN-1B:

All documents with single copy enclosures (or not enough copies to disseminate one or more to CIA) except those transmitting books, periodicals, newspaper clippings, overlays, photographs (except Travel Folder Program) and negatives. Such items include all Travel Folder Program Reports, all maps, all trade brochures and pamphlets and all moving picture films (8, 16 or 35 mm.).

4. The efficiency of our library reference service with respect to these single copy enclosures has been most satisfactory since this program was started and it is hoped to continue with it indefinitely.

25X1A9a

Chief, Document Division, CR

cc: Chief, Analysis Branch
Chief, Processing Branch